



Manual for Shareholders Participation

2025 Annual General Meeting

MULTIPLAN EMPREENDIMENTOS IMOBILIÁRIOS S.A.
CNPJ/MF: 07.816.890/0001-53
NIRE: 33.3.0027840-1
Publicly traded Company

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1. MESSAGE OF THE MANAGEMENT

Dear Shareholders,

The Management of **Multiplan Empreendimentos Imobiliários S.A.** (“Company”) hereby presents to its shareholders the Manual for Shareholders Participation at the Annual General Meeting, to be held, on first call, on March 28, 2025, at 4:00 PM (“Meeting”), at the building of the Company’s head office, located at Avenida das Américas 4,200, block 2, ground floor, Barra da Tijuca, in the City and State of Rio de Janeiro, according to the Call Notice published on February 26, 2025.

The purpose of this Manual is to provide information regarding the procedures and deadlines related to the Meeting, reinforcing the Company’s commitment to adopt the best practices of corporate governance and transparency.

Please note that the matters to be resolved at the Meeting are detailed in the Management Proposal, containing all the information required by the Securities and Exchange Commission of Brazil (*Comissão de Valores Mobiliários*) (“CVM”) to support the understanding and decision-making by the shareholders.

We count on your attendance.

MULTIPLAN EMPREENDIMENTOS IMOBILIÁRIOS S.A.

2. DATE, TIME, LOCAL AND AGENDA OF THE MEETING

According to the Call Notice published on February 26, 2025, the Company will hold the Meeting on first call:

Date: March 28, 2025

Local: Building of the Company's head office, located at Avenida das Américas 4.200, block 2, ground floor, Barra da Tijuca, Rio de Janeiro

Time: 4:00 PM

At the Meeting, the following matters of the Agenda will be resolved:

- (i) Review the manager's accounts, analyze, discuss and vote on the Financial Statements of the Company, together with the Management Report and the External Auditors' Report, for the fiscal year ended December 31, 2024;
- (ii) Decide on the destination of net income for the fiscal year ended on December 31, 2024;
- (iii) Elect a member to fill a vacant position on the Company's Board of Directors;
- (iv) Set the global annual compensation of the Company's Management for the 2025 fiscal year.

The information on each of the matters of the Meeting is detailed in the Management Proposal and its Exhibits, available at the Company's headquarters and website (ri.multipan.com.br), and on the websites of CVM (www.gov.br/cvm) and B3 SA - Brasil, Bolsa, Balcão ("B3") (www.b3.com.br).

3. COMPANY'S BYLAWS – CHAPTER IV

We transcribe below the main provisions of the Company's Bylaws establishing the procedures applicable to General Meeting:

"CHAPTER IV – SHAREHOLDERS' MEETINGS

(...)

Article 31 – *The Company's Shareholders' Meetings shall be held annually and whenever the business of the Company so requires, as set forth in the Brazilian Corporations Law. The applicable legal provisions being duly observed, the Shareholders shall be called to*

attend Shareholders' Meetings through call notices published in accordance with Article 124, Paragraph 1, II, of the Law n. 6.404/76.

Article 32 – *The Shareholders' Meeting shall only be commenced, on first call, with the presence of shareholders representing, at least, one fourth of the voting capital of the Company, and on second call, with the presence of Shareholders representing any number of voting shares.*

Article 33 – *The Company's Shareholders' Meeting shall be presided by the Chairman of the Board of the Directors. In his absence other members of the Board of Directors shall preside the Company's Shareholders' Meeting and the Chairman of the meeting in this case shall be designated by the majority of the shareholders present. The Chairman shall nominate among the shareholders present one or more secretaries.*

Sole Paragraph – *Except for the cases for which the law determines a qualified quorum, as well as observed the Paragraph 1 of Article 47 of these By-Laws, all resolutions of the Shareholders' Meeting shall be taken by the majority of votes of shareholders present. Blank votes will not be computed.*

Article 34 – *The proceedings and resolutions of the Shareholders' Meeting shall be recorded in the appropriate book in accordance with the law.*

Article 35 – *The Shareholders' Meeting may be annual or extraordinary, depending on its matters. The Annual Shareholders' Meeting and the Extraordinary Shareholders' Meeting may be called and held jointly at the same place, on the same date and at the same time, and may be recorded in a single set of minutes."*

4. GUIDELINES FOR PARTICIPATION AT THE MEETING

We clarify that it will be necessary to have the attendance of at least one fourth (1/4) of the Company voting capital for the opening of the Annual General Meeting. If this quorum is not met, the Company will publish a new Call Notice announcing the new date for the Meeting to be held at second call, which can be held with the attendance of any number of shareholders.

The Company's shareholders may attend the Meeting in person, by a duly constituted attorney-in-fact or by sending a distance voting ballot, pursuant to CVM Resolution 81/2022, subject to the procedures and deadlines detailed below.

In addition, aiming at facilitating the participation of shareholders, the Company will not require signature recognition of the Ballots issued in the Brazilian territory or the notarization / consularization of those issued abroad.

The power of attorney may be granted electronically, provided they have mechanisms able to assure the integrity of the documents and the signatures.

4.1. Participation in Person

The following documents are required for shareholders who wants to participate in person at the Meeting:

<p>Individual</p>	<ul style="list-style-type: none"> ▶ Valid I.D. with photo (Identify Card (RG), Foreigner’s Identity Card (RNE), Driver’s License (CNH) or professional association card accepted in Brazil as identification for legal purposes).
<p>Legal Entity (except investment funds)</p>	<ul style="list-style-type: none"> ▶ Current version of the consolidated Bylaws or Articles of Association. ▶ Corporate documents proving the legal representation of the shareholder; ▶ Valid I.D. with photo of the shareholder’s legal representative (Identify Card (RG), Foreigner’s Identity Card (RNE), Driver’s License (CNH) or professional association card accepted in Brazil as identification for legal purposes).
<p>Investment Funds</p>	<ul style="list-style-type: none"> ▶ Current version of the consolidated fund regulation; ▶ Current consolidated version of the Bylaws or Articles of Association of the administrator or fund manager, as the case may be, subject to the fund’s voting policy; ▶ Corporate documents proving the legal representation of the administrator or manager of the fund, as the case may be; ▶ Valid I.D. with photo of the legal representative (Identify Card (RG), Foreigner’s Identity Card (RNE), Driver’s License (CNH) or professional association card accepted in Brazil as identification for legal purposes).

4.2. Representation by Attorney-in-fact

The shareholders who choose to participate at the Meeting through a duly constituted attorney-in-fact must submit, in addition to the applicable documents indicated above:

- Power of attorney with specific powers to represent the shareholder at the Meeting, granted pursuant to the Article 126, paragraph 1, of the Brazilian Corporation Law¹; and
- Valid I.D. with photo of the attorney-in-fact (Identify Card (RG), Foreigner's Identity Card (RNE), Driver's License (CNH) or professional association card accepted in Brazil as identification for legal purposes).

The foreign shareholders must present the same documentation as the Brazilian shareholders.

Deadline and procedure to deliver the documentation in case of participation in person or by attorney:

Given that the documents' integrity will be checked in advance, We kindly ask that the copy of the representation documents described in items 4.1 and 4.2 above to be sent preferably at least 48 hours before the Meeting in order that documents can be checked in a timely manner for your participation. Therefore, these documents may be sent to (i) the Company's headquarters, at Avenida das Américas No. 4,200, block 2, suite 501, Barra da Tijuca, in the City and State of Rio de Janeiro, Zip Code 22640-102, to the attention of the Investors Relations Officer; or (ii) to the e-mail ri@multiplan.com.br, identified with the title "AGO Multiplan 2025".

4.3. Participation by Distance Voting Ballots

In accordance to the CVM Resolution 81/2022, the Company's shareholders may send their voting instructions with respect to the matters addressed at the Meeting by completing and sending of the corresponding distance voting ballot ("Ballots"). The content of the Ballots should reflect Exhibit M of CVM Resolution 81/2022, which includes all the proposals for vote contained in the Agenda of each Meeting.

The shareholders opting to exercise his or her vote through the Ballot must do so through one of the following options:

¹ The CVM Board, at a meeting held on 04.11.2014 (CVM Process RJ2014/3578)28, understood that corporate shareholders may be represented at shareholders' meetings through their legal representatives or through duly constituted representatives, in accordance with the constitutive acts of the company and the rules of the Brazilian Civil Code. Therefore, there is no need for this representative to be a shareholder, company administrator or lawyer.

- a) through instructions for completion of the Ballot transmitted to (i) their respective custody agents that provide this type of service, in the case of shareholders holding shares deposited in a central depository; (ii) the Central Depository; or (iii) to the Bookkeeper, in the case the shares are not deposited in a central depository; or, also,
- b) by sending the Bulletin directly to the Company, exclusively through the electronic system made available by the Company at <https://assembleia.ten.com.br/031989294> , according to the instructions below and contained in the Bulletin itself.

Submission by service provider: Shareholders who choose to exercise his or her vote through service providers (item ‘a’ above) shall observe the rules and procedures adopted by the Depository or their relevant custody agents, as the case may be, to receive instructions for completing the Ballot, as well as the means used by such institutions for communication with shareholders regarding the receipt of instructions the adequacy of such instructions and, if necessary, the need to rectify or re-send the instructions. Except if a different target date is established by the mentioned service providers, the submission of the vote by the acionist shall be made at least 4 days in advance of the Meeting, that is, up to March 24, 2025. In the case of exercising his or her right to distance vote through the Bookkeeper, the voting instructions must be made through the *Itaú Digital Assembleia* website (<https://assembleiadigital.certificadodigital.com/itausecuritiesservices/artigo/home/assembleia-digital>), and it is necessary to register and have a digital certificate.

Submission directly to the Company: The shareholder who chooses to exercise his or her right to vote by completing and sending the Ballot directly to the Company shall:

1. Create a registration with a unique login and password at <https://assembleia.ten.com.br/031989294> ;
2. Attach the aforementioned Bulletin duly completed, initialed and signed, accompanied by the documents described in item 4.1 above; and
3. Mark and confirm votes in the “BVD” tab.

In this way, the shareholder is considered present and their votes are valid, without having to attend the date and time scheduled for the meeting.

According to art. 27 of CVM Resolution No. 81/2022, the company establishes that the electronic system will be the only means of sending Ballots directly to the company, excluding the possibility of sending them by postal mail or e-mail, and that the company will receive them by the end of March 24, 2025. **Ballots received after this deadline will not be considered, regardless the date they were sent.**

Pursuant to article 46 of CVM Resolution No. 81/22, the Company will communicate to the shareholder, within 3 (three) days of receipt of the Bulletins, whether the documents received are sufficient for the votes to be considered valid, or, if necessary, the procedures and deadlines for possible rectification or resend. If necessary, the rectification or resending of the bulletins must also be made at least 4 (four) days in advance of the date of the Meeting, that is, **until March 24, 2025 (inclusive)**.

Shareholders who participated by sending the Bulletins through the bookkeeper, the Central Depository or B3 – Brasil, Bolsa, Balcão S.A. are also considered participants in the meeting.

Any clarifications, including regarding access and use of the electronic system are available at the Company's headquarters and website (ri.multipan.com.br) or via the email address ri@multipan.com.br.

5. VOTING RIGHTS

Pursuant to Article 7 of the Company's Bylaws, each common share corresponds to one (1) vote in the resolutions of the Company's General Meeting.

6. LINKS OF INTEREST

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|---|---|
| a) Investor Relations Website: | https://ri.multipan.com.br/en/ |
| b) Financial Statements of the fiscal year of 2024: | Link FS 2024 |
| c) Call Notice: | Link to Call Notice |
| d) Management Proposal: | Link to Management Proposal |
| e) Distance Voting Ballot: | Link to DVB |

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